

# on the Record, @Online

*News about South Carolina's state and local government records management  
from the South Carolina Department of Archives & History*

Volume 6 ♦ Number 2 ♦ January, 2008

*For publications and further information about our services to  
state and local governments, check our [WEB](#) page.*



Records Management Conference 2007

## Fourth Annual Records Management Conference

The Archives will hold its fourth annual full-day records management conference on April 29, 2008 at the SC Archives and History Center. Included will be sessions on a full range of records management concerns, including digital media selection, storage, and access; digitization of historic documents and records; electronic document management systems and digital imaging; microfilm best practices; records scheduling; and disaster mitigation. Attendance at all the previous conferences reached capacity, so be sure to register early. [Follow this link](#) for the full conference program and registration form.

## Awards Nominations Sought

The State Historical Records Advisory Board is seeking nominations for its Governor's Archives Award and Awards of Merit. **The deadline for nominations is March 14, 2008.** For details on the awards and the nomination process, [follow this link](#).



## Website Makeover

The Archives website is undergoing an extensive makeover to make it even more accessible. Of special note are the changes in the pages for [research](#) and for [records management and preservation](#). Be sure to visit these and other parts of the website and see what is new.

## Grants to Local Governments

The SC State Historical Records Advisory Board ([SC SHRAB](#)) recently awarded grants to seven counties for the preservation of and access to their historically significant records. SC SHRAB funding for the regrants is made possible by a grant from the [National Historical Publications and Records Commission](#), the funding branch of the National Archives.

**Abbeville County:** Funds to purchase shelving and acid-free boxes and to hire special project staff (3) to carry out work that will include an inventory of older records and work toward consolidating records storage in a central location. Amount awarded: \$8,488. Project Contact: Lynn Sopolosky, [lynn@abbevillecountysc.com](mailto:lynn@abbevillecountysc.com)

**Chesterfield County:** Funds to have Judgment Rolls, 1902-1959, microfilmed. Amount awarded: \$10,000. Project Contact: Faye Sellers, [clerkofcc@shtc.net](mailto:clerkofcc@shtc.net)

**Fairfield County Probate Judge:** Funds to have Estate Papers, 1915-1959, microfilmed. Amount awarded: \$10,000. Project Contact: Pamela Renwick, [prenwick@fairfieldsc.com](mailto:prenwick@fairfieldsc.com)

**Florence County Probate Court:** Funds to purchase microfilm and to pay for processing and duplication services for microfilm of Estate Papers, 1916-1959, produced by the county. Amount awarded: \$849. Project Contact: Kenneth Eaton, [keaton@florenceco.org](mailto:keaton@florenceco.org)

**Marion County Probate Judge:** Funds to have Estate Papers, 1915-1959, microfilmed. Amount awarded: \$4,999. Project Contact: Patricia Owens, [probatejudge@marionsc.org](mailto:probatejudge@marionsc.org)

**Marlboro County:** Funds to have Estate, Guardian and Conservator records, 1950-1959, microfilmed. Amount awarded: \$4,999. Project Contact: P. Mark Heath, [mcprobate@bellsouth.net](mailto:mcprobate@bellsouth.net)

**Cultural and Heritage Commission of York County:** Funds to have Judgment Rolls, 1800-1839, microfilmed. Amount awarded: \$7,326. Project Contact: Nancy Sambets, [nsambets@chmuseums.org](mailto:nsambets@chmuseums.org)





Mark Smith, Reference Archivist,  
demonstrates the new reader

## A Generous Donation

The [SC Public Records Association](#) recently presented the Archives with a \$2,500 check to pay for a new microfilm reader for our public Reference Room. Most of our twenty microfilm readers are ten or more years old and we are replacing them as funds become available. The SCPRA donation is indeed timely and follows on an earlier, 2004, donation for a microfilm reader replacement.



## State Plan Publication

The SC State Historical Records Advisory Board's *A Plan for the Future of the Palmetto State's Historical Records, 2007-2012*, was recently published and is being distributed statewide. If you would like to receive a copy, please contact [Melanie Knight](#).

## Disaster Workshops

The [SC State Historical Records Advisory Board](#) is conducting three full-day disaster recovery workshops on the following dates at various locations. Registration is \$20.

**March 26, Columbia ♦ April 16, Greenville ♦ April 23, Florence**

For details, [click here](#).

## News from the Wider World

### ***Management Leads – And Technology Follows – But Collaboration is King!***

National Association of State Chief Information Officers (NASCIO): Part III in the series on electronic records management and digital preservation: protecting the knowledge assets of the state government enterprise.

[www.nascio.org/publications/documents/NASCIO-RecordsManagementPart3.pdf](http://www.nascio.org/publications/documents/NASCIO-RecordsManagementPart3.pdf)

**“It Isn’t That Images Fade, It’s That They Can Vanish”** *The New York Times*, June 5, 2007

**Panel Suggests Ways to Index Government Documents**, *PC Magazine*, December 11, 2007: [www.pcmag.com/article2/0,1759,2231624,00.asp](http://www.pcmag.com/article2/0,1759,2231624,00.asp)

**Delete at Your Own Risk: Governments need a system for managing their mountains of e-mail. Very few have one.** *Governing Magazine*, January, 2008: [www.governing.com/articles/1email.htm](http://www.governing.com/articles/1email.htm)

## A Final Word

I was really impressed with the SC Public Records Association’s (SCPRA) fall conference in Myrtle Beach. Not just because of the great location, timely and useful sessions, and opportunity to meet old and new friends. That’s par for the SCPRA’s conferences. What struck me most this year was how far South Carolina government records management has come, evidenced most especially in the sessions that dealt with the collaboration between records management and information technology departments to address common concerns. So often such collaboration is discussed as a wished-for or recommended arrangement. The SCPRA conference, however, had some real life situations demonstrating that records management/IT collaboration is indeed happening, not because it’s nice to do, but because it makes good “business” sense for state and local government agencies.

I am looking forward to the next SCPRA conference at the beach. In the meantime, if you cannot wait till the fall, check out the SCPRA’s spring [regional meetings](#) and the Archives’ April 29 [records management conference](#).

[Roy H. Tryon](#), CA, CRM

*State Archivist and Records Administrator*



## Links

### **Fourth Annual Records Management Conference**

<http://arm.scdah.sc.gov/armconference.htm>

### **Website Makeover**

Archives and Records Management

<http://arm.scdah.sc.gov/>

Research at the Archives

<http://archives.sc.gov/>

### **SC State Historical Records Advisory Board**

[www.state.sc.us/scdah/shrab/shrab1.htm](http://www.state.sc.us/scdah/shrab/shrab1.htm)

### **National Historical Publications and Records Commission**

[www.archives.gov/nhprc/](http://www.archives.gov/nhprc/)

### **Awards Nominations Sought**

[www.state.sc.us/scdah/shrab/2008shrabawards.htm](http://www.state.sc.us/scdah/shrab/2008shrabawards.htm)

### **SC Public Records Association**

[www.scpa.org/](http://www.scpa.org/)

### **State Plan Publication**

[www.state.sc.us/scdah/shrab/shrabstateplan07.htm](http://www.state.sc.us/scdah/shrab/shrabstateplan07.htm)

### **Management Leads . . .**

[www.nascio.org/publications/documents/NASCIO-RecordsManagementPart3.pdf](http://www.nascio.org/publications/documents/NASCIO-RecordsManagementPart3.pdf)

### **It isn't that Images Fade . . .**

[www.nytimes.com/2007/06/05/technology/circuits/05print.html?n=Top/Reference/Times%20Topics/Subjects/C/Computers%20and%20the%20Internet&\\_r=2&oref=slogin&pagewanted=all](http://www.nytimes.com/2007/06/05/technology/circuits/05print.html?n=Top/Reference/Times%20Topics/Subjects/C/Computers%20and%20the%20Internet&_r=2&oref=slogin&pagewanted=all)

### **Panel Suggests Ways to Index Government Documents**

[www.pcmag.com/article2/0,1759,2231624,00.asp](http://www.pcmag.com/article2/0,1759,2231624,00.asp)

### **Delete at your own risk**

[www.governing.com/articles/1email.htm](http://www.governing.com/articles/1email.htm)

### **SCPRA Fall Conference and Regional Meetings**

[www.scpa.org/Events/2007/index.htm](http://www.scpa.org/Events/2007/index.htm)

### **Disaster Recovery Workshops**

[www.state.sc.us/scdah/shrab/2009regrant/2009regrantWorkshops.htm](http://www.state.sc.us/scdah/shrab/2009regrant/2009regrantWorkshops.htm)